



# KENYA METHODIST UNIVERSITY

## VACANCIES

Kenya Methodist University (KeMU) is a chartered private Christian University whose vision is to be a world class University raising a generation of professionals and transformational leaders. The seat of the University is situated in Meru with campuses in Nairobi and Mombasa. We would wish to invite qualified applicants for the following positions:

S.N.	Ref.	Office/ Department	Designation
<b>ACADEMIC POSITIONS</b>			
1	KeMU/AA/SMHS/1/3/2023	Nursing	Senior Lecturer
2	KeMU/AA/SMHS/2/3/2023	Nursing	Lecturer
3	KeMU/AA/SMHS/3/3/2022	Health System Management	Lecturer

### ACADEMIC POSITIONS

#### I. SENIOR LECTURER

##### Requirements:

- i. Must have an earned Ph.D. degree or its equivalent in the relevant field from a recognized academic institution.
- ii. Must have at least three (3) years of university teaching at the level of a full time Lecturer.
- iii. Must have at least four (4) articles in refereed journals since becoming a Lecturer. OR at least one (1) refereed book in candidate's professional area published by recognized publishers, plus two (2) articles, OR at least (3) distinguished exhibition, performances or original creation, plus one (1) article in a refereed journal since becoming a lecturer.
- iv. Should show evidence of supervision of postgraduate students.
- v. Should have attended and contributed at learned conferences, seminars or workshops.
- vi. Should have evidence of affiliation with recognized and relevant professional bodies.

- vii. Should have evidence of contribution to university life through active participation in Departmental and Faculty activities and good quality teaching attendance of meetings, student academic advising and committee membership.

**Duties and Responsibilities:**

- i. Teaching and evaluation of undergraduate and postgraduate students
- ii. Setting, moderating, administering, processing and marking examinations
- iii. Advising and mentoring undergraduate and postgraduate students on academic work
- iv. Articulating the Vision and Mission of the University, Department and the Faculty
- v. Initiating, planning and conducting research
- vi. Developing teaching and learning materials
- vii. Supervising undergraduate and postgraduate students in research activities
- viii. Developing research proposals for funding
- ix. Participating in meetings and conferences related to research and building interdisciplinary collaboration within and outside the department
- x. Participating in preparation of Departmental and Faculty strategic plans
- xi. Organizing and supervising educational activities for undergraduate and postgraduate students
- xii. Attending and participating in seminars, workshops, conferences etc, in relevant fields
- xiii. Participating in administrative, academic and consultancy activities in Department and other organizations
- xiv. Participating in planning, development, implementation and evaluation of curricula in the Department
- xv. Attending and participating in Departmental meetings and other activities for effective and efficient management of the Department and Faculty
- xvi. Performing any other duties and responsibilities as may be assigned or delegated by the Head of Department, Dean of Faculty or other Chief Officer of the University in accordance with the University Statutes

**II. LECTURER**

**Requirements:**

- i. Must have an earned Ph.D. degree in the relevant area or its equivalent from a recognized academic institution

OR

- ii. Must have a Masters degree in the Relevant Specialization from a recognized academic institution
- iii. Must have at least three (3) years of teaching or research experience at university level after obtaining a Masters degree
- iv. Must have at least 24 publication points of which 16 should be from two (2) publications in refereed journals or one (1) book or 2 (two) book chapters in relevant areas.
- v. A registered member of a relevant professional body (where applicable)

### **Duties and Responsibilities:**

The responsibilities of a Lecturer are as follows:

- i. Teaching and evaluation of undergraduate and postgraduate students
- ii. Setting, moderating, administering, processing and marking examinations
- iii. Academic advising and mentoring undergraduate and postgraduate students
- iv. Articulating the Vision and Mission of the University, Department and the Faculty
- v. Initiating, planning and conducting research
- vi. Development of teaching and learning materials
- vii. Supervising undergraduate and postgraduate students in research activities. Developing research proposals for funding
- viii. Participate in meetings and conferences related to research and building interdisciplinary collaboration within and outside the department
- ix. Participating in preparation of Department and Faculty strategic plans
- x. Organizing and supervising educational activities for undergraduate and postgraduate students
- xi. Attending and participating in seminars, workshops, conferences etc, in relevant fields
- xii. Participating in administrative, academic and consultancy activities in Department and other organizations
- xiii. Participating in planning, development, implementation and evaluation of curricula in the Department
- xiv. Attending and participating in the Departmental meetings and other activities for effective and efficient management of the Department and Faculty
- xv. Performing any other duties and responsibilities as may be assigned or delegated by the Head of Department, Dean of Faculty or other Chief Officer of the University in accordance with the University Statute

**How to apply:**

Interested candidates should send three (3) copies of their application, accompanied by detailed Curriculum Vitae (CV), copies of academic and professional certificates, National ID card or passport, and any other relevant testimonials.

1. An electronic copy in PDF format to the Vice Chancellor through email address [applications.March2023@kemu.ac.ke](mailto:applications.March2023@kemu.ac.ke)
2. Three hard copies marked as per the position should be sent to:

The Vice Chancellor  
Kenya Methodist University  
P. O. Box 267 – 60200  
MERU, KENYA

To be received on or before **24<sup>th</sup> March 2024**. Only shortlisted candidates will be contacted.

**Successful candidates will be required to bring the following:**

- i. Tax Compliance Certificate from Kenya Revenue Authority.
- ii. Higher Education Loans Board.
- iii. Ethics and Anti-Corruption Commission.
- iv. Credit Reference Bureau.
- v. Certificate of Good Conduct from Criminal Investigation Department.
- vi. Letters of recommendation (in sealed envelopes) from at least three persons familiar with the applicant's professional experience and general character one of whom must be the pastor of their local church.

All the positions above require individuals who are of high ethical standards, integrity, and professionalism.

**KeMU is an Equal Opportunity Employer.**